

**QUARTERLY STAKEHOLDER MEETING MINUTES
HAMPTON, NH STORM WATER MANAGEMENT PLAN
APRIL 14, 2005**

STAKEHOLDER MEETING

In attendance:

Doug Mellin	Operations Manager
Dave Spainhower	Sewer & Drainage
Kristie Rabasca	Aquarion Engineering Services
Christine Rinehart	Aquarion Engineering Services
Adam Torrey	Aquarion Water Company

1. Introductions
2. Comments on Prior Meeting Minutes. No comments were received on the last Stakeholder meeting minutes (1/13/05).
3. Review of Year 2 Goal Status in the form of the DRAFT Annual Report (May 2004 – May 2005).

Public Education

1A. General Public Education Brochure

The brochure that was created by the Science Club of Winnacunnet High School is under revision because of its inappropriateness, according to John Croteau. It was determined that the goal for Year 3 has been changed from “Distribute brochures to all households in urbanized areas” to “Distribute brochures at locations that are readily available to all residents in the urbanized area.” The brochures will be distributed to the Town Hall, Conservation Commission, DPW, and Aquarion Water Company. The brochure will also be put on the DPW Webpage and on Channel 22. **ACTION ITEM:** Aquarion is to PDF the brochure to Doug to be put on the website and scan it for Channel 22.

1B. Media Message

Aquarion contacted Karen Anderson who confirmed that the Seacoast Coalition Video is still being aired four times a week on Channel 22. It airs: Sunday at 10:30 a.m., Wednesday at 9:30 a.m., Saturday at 4:30 a.m. and 1:30 p.m. She believes that it started airing back in January 2005.

1C. Classroom Education

Dave Spainhower approximated that at least 150 storm drains were stenciled in May 2004 and he has received lots of positive comments from the general public. The public is happy to see the student participation. The program that is planned for Year 3 is still unknown.

ACTION ITEM: Aquarion needs to contact John Croteau (completed 4/15/05 with an email).

Public Participation

2A. Follow Town Public Notice Requirements

There will need to be a public hearing for the Sewer Ordinance during Year 3 and Aquarion or Doug will attend to inform the public on the importance of this ordinance.

2C. Quarterly Stakeholder Meetings

Next Meeting Date: **Thursday July 21, 2005 at 10:30 a.m.**

2D. Assist with Seacoast Beach Clean Up Day

Aquarion contacted Mary Powers from the NH Coastal Program who is the sponsor for the beach clean up. Her new contact number is (603) 559 1500. She informed us that the clean up day will be held on Saturday September 17, 2005 from 11:00 a.m. to 2 p.m., and is being organized by the Blue Ocean Society. The contact for the Blue Ocean Society is Jen Kennedy whose number is (603) 431 0206.

Illicit Discharge Detection and Elimination

3A. Storm Sewer System Map

Doug mentioned that Brett spent considerable time field checking the GIS maps for the areas of Park Ave and Lafayette Rd, which was the primary area for illicit discharge tracking. Kristie inquired about a numbering system for the outfalls. Doug and Dave informed her that there is a numbering system, but they are not sure how it works. It was also suggested that the DPW might consider buying a 'floating seat' license for Arcview. **ACTION ITEM:** Aquarion needs to email Brett regarding field checks (completed 4/22/05).

3B. Sewer Ordinance Revision

In March 2005, the town voted on a warrant article that would allow Selectmen to adopt changes to the sewer ordinance. The warrant was voted down and the sewer ordinance will go before the public at next year's (March 2006) Annual Meeting.

3C. IDDE Tracking Program

The door hangers were not distributed last year when the catch basins were cleaned because the contractor who did most of the catch basin cleaning was not receptive to the idea of door hangers. The DPW does have the door hangers and will distribute them in the spring when they clean the catch basins. The DPW is going to try to complete cleaning of additional catch basins this spring to makeup for catch basins that were not cleaned last fall because of early snow events. Dave mentioned that some illicit discharges have been identified during catch basin cleaning, such as: dog waste, paint, and grass clippings. Once an illicit discharge is found, he immediately follows up with a call or a visit, and once these residents are informed of their wrongdoings, they usually correct their behavior. **ACTION ITEM:** Dave will keep a Call Log of these ID events.

3E. IDDE Hotline Publicity

ACTION ITEM: Aquarion is to write a 'blurb' about storm water protection for the DWP Webpage to be used with the "hotline" posting.

3F. Continue HHHW Day

Household Hazardous Waste Collection Day will be held May 14, 2005 at the Old Town Hall parking lot in Hampton. Adam Torrey from Aquarion Water Company said that he is determining what activities/information were available last year and is providing an advertisement and educational pamphlet for this year's event.

ACTION ITEM: Aquarion will email "Drinking Water Protection Area" brochure to Adam (completed 4/15/05).

Post Construction Runoff Control

No goals were outlined during Year 2; however there may have been some warrants passed by the Town at the March 2005 Annual Town Meeting that may act as credits. **ACTION ITEM:** Aquarion will look for credits from the warrant that apply (completed 4/15/05).

Pollution Prevention/Good Housekeeping in Municipal Operations

6B. Municipal Operations

Discussed recommendations for the floor drains in the Ashworth Ave. Fire Station. Dave had done work on the drains at the Uptown Station because oils were being discharge through the floor drains. He installed some sump systems for sediments and oil adsorbent socks. After the meeting Dave and Aquarion took a look at the Ashworth Ave. Fire Station. **ACTION ITEM:** Kristie will contact Fire Chief Lipe and discuss the possibility of Dave conducting further investigation of the floor drain situation.

6D. Continue Cleaning Catch Basins

ACTION ITEM: Dave will check on how many catch basins were cleaned during Year 2 (completed 4/21/05).

6E. Pursue Funding to Replace Catch Basin Cleaning Apparatus

A request by the DPW for a new catch basin cleaning apparatus was not approved; however the DPW is pursuing to purchase a jet spray/vacuum catch basin combination machine. The DPW has some money available for a new combination cleaning unit (~\$100,000), but needs to find another ~\$50,000.

6F. Continue Conveyance O&M Program

The budgeted maintenance and repairs to storm drains in the area of Brown Rd. was performed during Year 2. Approximately 200 ft. of culvert was replaced on Brown Rd., and approximately 200ft of culvert was replaced on Mace Rd. The budget for Year 3 contains approximately 1,500 to 1,800 ft of culvert replacement for Mace Rd. **ACTION ITEM:** Dave will provide statistics of what was done for general maintenance and repairs of the storm drain system (completed 4/21/05).

4. The next meeting was set for Thursday July 21, 2005 at 10:30 a.m.